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## **PLANNING & DEVELOPMENT COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL**

**Held on Tuesday, 6 January 2026**

**At 6.00 pm in the Virtual Meeting via MS Teams - Virtual Meeting**

### **Present:**

Councillor G Doughty (Chair)

Councillors:	J Aitman	R Smith
	J Doughty	D Temple
	G Meadows	
Officers:	Adam Clapton	Deputy Town Clerk
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
Others:	None	

### **P7 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### **P8 DECLARATIONS OF INTEREST**

There were no declarations of interest from Members or officers.

### **P9 PUBLIC PARTICIPATION**

There was no public participation.

### **P10 PLANNING APPLICATIONS**

The Committee received and considered a schedule of planning applications from West Oxfordshire District Council.

#### **Resolved:**

That, the comments, as per the attached schedule be forwarded to West Oxfordshire District Council.

### **P11 APPLICATION FOR A NEW PREMISES LICENCE - THE CORN ROOM, 64 CORN STREET WITNEY**

The Committee received the application from The Corn Room for a new premises licence.

Members had no objection to the application however, raised a concern for the protection of children due to the serving of alcohol until the closure of the establishment at midnight on

weekend nights in a residential area, particularly on a Sunday with this being the night before the start of the school week and the potential for disturbance to sleep.

**Resolved:**

That, the Council makes the above response to this application.

**P12 ADDRESS MANAGEMENT - 3 NEW DWELLINGS WEST END WITNEY**

The Committee received the request from West Oxfordshire District Council address management team regarding the naming of three New Dwellings West End.

Following discussion Members had No Objection to the request to the use of “Phoenix Row”.

**Resolved:**

1. That, the correspondence be noted and,
2. That, a no objection response be submitted.

**P13 HIGHWAYS ASSET RESPONSE TEAM (HART)**

The Committee received and considered the correspondence from Oxfordshire County Council in respect to the introduction of a Highways Asset Response Team (HART) which had been deferred to the Committee. (Minute FC725 Full Council 8 December 2025 refers).

Members welcomed the initiative which would deal with small maintenance tasks. It was agreed that all Council members be asked to raise a FixMyStreet report for issues in their wards and forward these to the Committee Clerk for collation and onward submission to OCC Highways in order that they be monitored.

**Resolved:**

1. That, the correspondence be noted and,
2. That, all Members of the Council be requested to provide details of issues to the Committee Clerk by 20 January 2026 and,
3. That, Officers report back to the Committee on the outcome of each of the issues submitted to OCC.

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The meeting closed at: 6.37 pm

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Chair



10- 7	WTC/007/26	Plot Ref :-25/02995/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	19/12/2025
	Location :- Isabelle Spencer Way Isabelle Spencer Way		Date Returned :-	07/01/2026
	Proposal :	Installation of an Automated Teller Machine (ATM).		
	Observations :	Witney Town Council has no objections regarding this application and welcomes the inclusion of an essential cash related service and resource.		

10- 9	WTC/009/26	Plot Ref :-25/03017/LBC	Type :-	LISTED BUI
	Applicant Name :- .		Date Received :-	22/12/2025
	Location :- 13 Market Square Market Square		Date Returned :-	07/01/2026
	Proposal :	External window and roof repairs, with rear elevation facade remedial works		
	Observations :	Witney Town Council has no objections regarding this application. They welcome any work to preserve features of the Town's buildings holding a listed status.		

The Meeting closed at : 6:37pm

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Signed : \_\_\_\_\_ Chairman      Date: \_\_\_\_\_

On behalf of :- \_\_\_\_\_ Witney Town Council